Degree audits are available for all programs. If you are unable to generate a degree audit for your program, please contact your advisor for assistance.

If you are unsure of who your advisor is:

**Brooklyn**
http://www2.brooklyn.liu.edu/new_aac/staff.html
Call us at: 718-488-1042

**C.W. Post**

- **Graduate advisors:**
  http://www.liu.edu/CWPost/Academics/Programs/Advising/Graduate.aspx
- **Undergraduate advisors:**
  http://www.liu.edu/CWPost/StudentLife/Services/Counseling/Counselors.aspx
1 Log onto **http://my.liu.edu** and enter your user name and password.

2 Click on **Student Center** to view the main menu.

3 Click **My Academics**

4 Click **View my advisement report**
The audit will show your degree requirements and indicate if each category of requirements have been fulfilled.

The audit will read “Not Satisfied” until the requirement is satisfied in its entirety. The audit will give the number of units needed to satisfy the requirement.

Sections collapse down as they are satisfied.

If a particular number of units (credits) and/or courses is required to fulfill a requirement, you will be shown the total number required, the actual number (completed and in progress) you have towards that requirement, and the remaining number needed.
The minimum number of units required for your degree will also be shown this way.

(Remember that for some degrees you have to take a number of elective courses in addition to all required courses to meet the minimum.)

Degree requirements will be “nested” on your degree audit.

For example, if your major requires a number of specific courses and a number of elective courses in your major department, the audit might show Major Required Courses and Major Elective Courses separately, but they will be nested within your Major Plan.

The Major Plan would still read “Not Satisfied” until all requirements nested within it are satisfied.

By clicking on the class, you will be shown the course detail and will be able to view available class sections.
The audit will show when each class is offered.